

G/L ACCOUNT	GENERAL LEDGER LONG TEXT	DEFINITION OF ACCOUNTS
5021469302	CARPENTRY (SERVICES)	Real Estate - All service expenses associated with carpentry work, includes door repairs, wood restoration, etc.
5021469303	AIR PURIFICATION SERVICES	Real Estate - All expenses associated with air filters, electronic air cleaners, smoke eaters and dust removal systems.
5021469304	CHILLER & CONTROL MAINTENANCE	Real Estate - Expenses associated with chiller and control systems expenses including service contracts and repairs.
5021469305	ELECTRICAL REPAIRS	Real Estate - Expenses associated with electrical repairs and service expenses including breakers, relays, transformers, etc.
5021469306	ELEVATOR/ESCALATOR MAINTENANCE	Real Estate - All expenses associated with elevator and escalator maintenance and repairs. Includes service contracts and repairs. Does not include permits or inspection fees.
5021469307	EMERGENCY GENERATOR SERVICES	Real Estate - All expenses associated with emergency generators. Includes service contracts and repairs. Does not include fuel costs.
5021469308	ENERGY MANAGEMENT	Real Estate - All expenses associated with Building Management System (BMS), Energy Management System (EMS) and Site Monitoring Systems. Includes repairs and service contracts.
5021469309	ENGINEERING SERVICES	Real Estate - Miscellaneous Engineering expenses not captured under a specific category including parts and repairs.
5021469310	FIRE ALARM SYSTEMS	Real Estate - All expenses associated with Fire Safety Systems including fire alarm, extinguisher/sprinkler inspections, hydrostatic testing, gas sensor and evacuation system testing, water wash, services to fire pump, smoke sensor panel, extinguisher recharges, Halon systems and FM 200.
5021469311	HVAC MAINTENANCE	Real Estate - HVAC except air filters and supplemental cooling (Heat pumps, Environmental Units, etc.) expenses. Includes preventative service contracts, as well as repairs and maintenance. Includes repairs and maintenance to boilers.
5021469312	LIGHTING/LIGHTING CONTROLS	Real Estate - All expenses associated with spot and group re-lamping of interior and exterior lighting. Includes tubes, bulbs, ballasts and relays.
5021469313	MECHANICAL REPAIRS	Real Estate - All expenses associated with mechanical repairs and services. Includes pumps, motors, cooling tower expenses, water balancing, air balancing, etc.

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5021469314	OTHER MAINTENANCE EXPENSES	Real Estate - Miscellaneous Maintenance expenses not captured under a specific category. Includes parts and repairs.
5021469315	PLUMBING SERVICES	Real Estate - All expenses associated with plumbing maintenance and repairs. Includes repairs, sewer jetting and drain service.
5021469316	SECURITY ALARM SYSTEMS SERVICES	Real Estate - Burglar and entry alarm systems expenses including card parking, card access and loss prevention and intrusion security systems.
5021469317	STRUCTURAL/ROOFING MAINTENANCE	Real Estate - Minor, non-capitalized roof repairs. Includes parts, repairs, roof drains, flashing and frame caulking and sealing. Includes insurance reimbursements for storm repairs.
5021469318	SUPPLEMENTAL A/C	Real Estate - All expenses associated with supplemental and portable A/C units. Includes service contracts and repairs.
5021469319	UNDER FLOOR MAINTENANCE	Real Estate - Minor cleaning and repairs to sub-flooring. Includes repairs, specialized cleaning and water detection systems.
5021469320	UNIFORMS AS A SERVICE	Real Estate - Expenditures for Uniform paid as a service.
5021469321	UPS SYSTEMS	Real Estate - Uninterrupted Power Source (UPS) expenses including service contracts and repairs.
5021469322	VEHICLE MAINTENANCE	Real Estate - Leased and owned vehicle expense including gas, insurance, registration, maintenance and repairs, including shuttle buses and executive vehicles.
5021469323	WATER TREATMENT	Real Estate - Chemical treatment of the HVAC water system expenses including service contract, chemicals and repairs.
5021479202	CARPET MAINTENANCE	Real Estate - Carpet cleaning expense including service contract, additional spot cleaning, carpet tile rotation, pile lifting, etc.
5021479203	CARPET REPAIR	Real Estate - Carpet repair and non-capital carpet replacement expense.
5021479204	DIRECT USER CLEANING SERVICES	Real Estate - All non-budgeted, non-base-building cleaning expenses requested by customer.
5021479205	FABRIC/FURNITURE CLEANING	Real Estate - Fabric and furniture cleaning expense. Includes seating and modular furniture fabric panels.
5021479206	GLASS REPAIR	Real Estate - Glass/window repairs and replacements expense.

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5021479207	JANITORIAL	Real Estate - Contracted janitorial services expense. Includes labor, overhead, profit, benefits, chemicals, uniforms, communication, small tools and equipment. Does not include refillable paper products.
5021479208	LOCKSMITH SERVICES	Real Estate - Locksmith repairs and general services expense, including hardware, nuts, bolts, door closers, spindles, pins, keys, key blanks, levers, knobs, locks, etc.
5021479209	PAINTING (SERVICES)	Real Estate - Painting and patching expense for painting service.
5021479210	PEST CONTROL/EXTERMINATING	Real Estate - All expenses associated with interior and exterior pest control. Includes service contract, bee removal, termite treatment, rodent infestation, entomologist services, etc.
5021479211	RUBBISH REMOVAL	Real Estate - Rubbish removal expense. Includes pick-up fees, landfill costs, sensitive document destruction, recycling rebates and hazardous waste removal.
5021479212	SPECIALTY SURFACE MAINTENANCE	Real Estate - Metal surfaces treatment and maintenance supplies and repairs, special wood surfaces treatment and maintenance supplies and repairs, marble and other stones treatment and maintenance supplies and repairs, specialty surfaces treatment and maintenance supplies and repairs.
5021479213	WINDOW CLEANING	Real Estate - Interior and exterior window cleaning expense including swing staging.
5021479214	WINDOW TREATMENT	Real Estate - All expenses associated with the repair and replacement of window treatments. Includes mini-blinds and tinting.
5021479215	WOOD MAINTENANCE	Real Estate - Wood finishing expense including doors, desks credenzas, etc.
5021479600	GROUNDS MAINTENANCE SERVICES	Real Estate - All expenses associated with exterior grounds maintenance service. Includes service contract, turf maintenance, tree trimming, irrigation and sprinkler repairs, seasonal color change, blowing, raking, greenery replacement, weed prevention/removal, fertilization and disease diagnosis.
5021479601	INTERIOR LANDSCAPING SERVICES	Real Estate - All service expenses associated with interior plants. Includes service contract, plants, pots, watering, pruning, arborist services, cleaning and disease diagnosis

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5021479602	PARKING/ROADS MAINTENANCE	Real Estate - All expenses associated with the maintenance, repairs and non-capital improvements to parking lots and access roads. Includes pothole and curb repairs, striping, patching, sealing and resurfacing. Does not include sweeping or signage.
5021479603	PARKING/ROADS SWEEPING	Real Estate - All expenses associated with sweeping parking lots and access roads. Includes service contract.
5021479604	SIGNAGE	Real Estate - All expenses associated with the purchase, repair and replacement of signage. Includes signage for cubicles, parking lots, restrooms, break rooms, conference rooms, entrances, etc.
5021479605	SNOW REMOVAL	Real Estate - All expenses associated with the clean-up and removal of snow. Includes service contract, salt, snow removal equipment, etc.
5021599100	BUILDING MANAGEMENT FEE	Real Estate - Landlord (Per SF) property management fees, third party building management fees, Comprehensive Save fees, FM Baseline Savings Incentive, Other (discretionary) incentives.
5021599101	COMMUNICATIONS SERVICES	Real Estate - Expenses for personnel communications services related to a real property, facilities management or maintenance group including two-way radios, pagers, cell phones and other portable communications devices.
5021599102	CONFERENCE SERVICES	Real Estate - A/V equipment maintenance and miscellaneous conference room-related service expenses related to a real property, facilities management or maintenance group.
5021599103	DIRECT USER COSTS SERVICES	Real Estate - All non-budgeted, non-base-building administrative service expenses requested by customer related to a real property, facilities management or maintenance group.
5021599104	FOOD SERVICES	Real Estate - All service expenses associated with provision of food in cafeterias, break rooms, catering stations, etc. Include contracting fees and general expenses related to a real property, facilities management or maintenance group.
5021599105	MAIL SERVICES	Real Estate - Mail services both in & out-bound letters and packages. Include all costs associated with mail hubs, general postage expenses and pouch mail expenses related to a real property, facilities management or maintenance group.

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5021599106	MESSENGER SERVICES	Real Estate - Expenses associated with courier mail and other messenger services related to a real property, facilities management or maintenance group.
5021599107	OTHER PROFESSIONAL FEES	Real Estate - All expense associated with outside professional services and consulting related to a real property, facilities management or maintenance group. Includes Indoor Air Quality (IAQ) testing, hydrostatics, thermos, mechanical, electrical and plumbing tests, computer services, etc.
5021599108	REPRODUCTION SERVICES (COPYING)	Real Estate - All expenses associated with printing and imaging services, blueprint reproduction or digitization of as-builds, administrative manuals, presentations, move-in packages, desk-drops, etc. related to a facilities management or maintenance group.
5021599109	TRAINING EXPENSES (SERVICES)	Real Estate - All service expenses associated with staff training; includes professional dues, memberships, tuition, dues, books, other learning material, etc. related to a real property, facilities management or maintenance group.
5021599500	DIRECT USER SECURITY EXPENSES	Real Estate - All non-budgeted, non-base-building security expenses requested by customer related to a real property, facilities management or maintenance group.
5021599501	SECURITY CONTRACTS	Real Estate - All expenses associated with contracted security services, including personnel, equipment and supplies related to a real property, facilities management or maintenance group.
5030019110	DIRECT USER COSTS SUPPLIES	Real Estate - All non-budgeted, non-base-building administrative supplies expenses requested by customer related to a real property, facilities management or maintenance group.
5030019111	GENERAL OFFICE SUPPLIES	Real Estate - General office supply expenses. Includes toner, printer cartridges, paper, pens, pencils, business cards, folders, disks, labels, letterhead, envelopes, related to a real property, facilities management or maintenance group, etc.
5030019112	HARDWARE (SUPPLIES)	Real Estate - Expenses associated with the purchase of computer equipment, modems, portable computing devices, not to include communications equipment.

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5030019113	TRAINING EXPENSES (SUPPLIES)	Real Estate - All expenses associated with staff training; includes professional dues, memberships, tuition, dues, books, other learning material, related to a real property, facilities management or maintenance group, etc.
5031019002	PEST CONTROL/EXTERM. SUPPLIES	Real Estate - All supplies expenses associated with interior and exterior pest control. Includes bee removal, termite treatment, rodent infestation, etc.
5031019600	GROUNDS MAINTENANCE SUPPLIES	Real Estate - All supplies expenses associated with exterior grounds maintenance. Includes turf maintenance, tree trimming, irrigation and sprinkler repairs, seasonal color change, blowing, raking, greenery replacement, weed prevention/removal, fertilization and disease diagnosis.
5031019601	INTERIOR LANDSCAPING SUPPLIES	Real Estate - All supplies expenses associated with interior plants. Includes plants, pots, watering, pruning, arborist supplies, cleaning and disease diagnosis.
5031019602	PARKING/ROADS MAINT. SUPPLIES	Real Estate - All supplies expenses associated with the maintenance, repairs and non-capital improvements to parking lots and access roads. Includes pothole and curb repairs, striping, patching, sealing and resurfacing. Does not include sweeping or signage.
5031019603	SIGNAGE SUPPLIES	Real Estate - All supplies expenses associated with the purchase, repair and replacement of signage. Includes signage for cubicles, parking lots, restrooms, break rooms, conference rooms, entrances, etc.
5031469300	CARPENTRY (SUPPLIES)	Real Estate - All supplies expenses associated with carpentry work, includes door repairs, wood restoration, etc. Includes replacement parts and supplies.
5031469301	CAFETERIA EQUIP & SMALL WARES	Real Estate - All expenses associated with cafeteria equipment repair and replacement. Includes repairs, parts and supplies.
5031469302	ELECTRICAL SUPPLIES	Real Estate - Electrical parts, supplies, and repair expenses including breakers, relays, transformers, etc.
5031469303	ENERGY MANAGEMENT SUPPLIES	Real Estate - All supplies expenses associated with BMS, EMS and Site Monitoring Systems. Includes parts and repairs.

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5031469304	FIRE ALARM SYSTEMS SUPPLIES	Real Estate - All supplies expenses associated with Fire Safety Systems including fire alarm, extinguisher/sprinkler inspections, hydrostatic testing, gas sensor and evacuation system testing, water wash, fire pump, smoke sensor panel, extinguisher recharges, Halon systems and FM 200.
5031469305	HVAC SUPPLIES	Real Estate - HVAC supplies expenditures and supplemental cooling (Heat pumps, Environmental Units, etc.) expenses. Includes supplies to be used in repairs and maintenance to boilers / HVAC.
5031469306	LIGHTING SUPPLIES	Real Estate - All supplies expenses associated with spot and group re-lamping of interior and exterior lighting. Includes tubes, bulbs, ballasts and relays.
5031469307	MECHANICAL SUPPLIES	Real Estate - All expenses associated with mechanical parts, supplies and repairs. Includes pumps, motors, cooling tower expenses, water balancing, air balancing, etc.
5031469308	OTHER MAINTENANCE SUPPLIES	Real Estate - Miscellaneous maintenance supplies expenses not captured under a specific category.
5031469309	PLUMBING SUPPLIES	Real Estate - All supplies expenses associated with plumbing maintenance and repairs. Includes parts, sewer jetting, drain supplies and non-capitalized restroom fixture replacements.
5031469310	STRUCTURAL/ROOFING MAINT SUPPLIES	Real Estate - Minor, non-capitalized roof repairs supplies. Includes parts, roof drains, flashing and frame caulking and sealing.
5031469311	UNIFORMS	Real Estate - All supplies expenses associated with the purchase, rental, cleaning and repair of uniforms. Includes safety shoes and fireproof outerwear.
5031469312	UPS SYSTEMS SUPPLIES	Real Estate - UPS/UPS batteries supplies expenses including parts, repairs and non-capitalized batteries.
5031469313	CHILLER & CONT. MAINT. SUPPLIES	Real Estate - All supply expenses associated with chiller and control systems expenses including parts and repairs.
5031469314	ELEV/ESCALATOR SUPPLIES	Real Estate - All supply expenses associated with elevator and escalator maintenance and repairs. Includes parts and repairs. Does not include permits or inspection fees.
5031469315	VEH. MAINT SUPPLIES	Real Estate - Leased and owned vehicle supply expenses including gas, insurance, registration, maintenance and repairs, including shuttle buses and executive vehicles.

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5031469316	SECURITY ALARM SYSTEMS SUPPLIES	Real Estate - Burglar and entry alarm systems supply expenses including card parking, card access and loss prevention and intrusion security systems.
5031469317	WATER TREATMENT SUPPLIES	Real Estate - Chemical treatment of the HVAC water system expenses including chemicals, parts, repairs and filters.
5031469318	AIR PURIFICATION SUPPLIES	Real Estate - All supply expenses associated with air filters, electronic air cleaners, smoke eaters and dust removal systems.
5031479200	CARPET SUPPLIES	Real Estate - All supplies expenses associated with carpentry work, includes door repairs, wood restoration, etc. Includes replacement parts and supplies.
5031479201	FABRIC/FURNITURE CLEANING SUPPLIES	Real Estate - Fabric and furniture cleaning supplies expense. Includes seating and modular furniture fabric panels.
5031479202	HOLIDAY DECORATIONS	Real Estate - Common area holiday and special event decorations expense.
5031479203	JANITORIAL SUPPLIES	Real Estate - Purchase of refillable paper goods and restroom supplies expense. Includes paper towels, toilet tissue, hand soap, seat covers, urinal deodorizers, etc.
5031479204	LOCKSMITH SUPPLIES	Real Estate - Locksmith repairs and general supplies expenses, including hardware, nuts, bolts, door closers, spindles, pins, keys, key blanks, levers, knobs, locks, etc.
5031479205	PAINTING (SUPPLIES)	Real Estate - Painting and patching supplies expense. Includes paint and other painting and patching supplies.
5031479206	SPECIALTY SURFACE SUPPLIES	Real Estate - Metal surfaces treatment and maintenance supplies, special wood surfaces treatment and maintenance supplies, marble and other stones treatment and maintenance supplies, specialty surfaces treatment and maintenance supplies.
5031479207	WINDOW CLEANING SUPPLIES	Real Estate - Supplies expenses associated with interior and exterior window cleaning including swing staging.
5031479208	WOOD MAINTENANCE SUPPLIES	Real Estate - Wood finishing supplies expenses including doors, desks credenzas, etc.
5031479605	SNOW REMOVAL SUPPLIES	Real Estate - All supply expenses associated with the clean-up and removal of snow. Includes salt, snow removal equipment, etc.
5031639500	OTHER SECURITY EXPENSES SUPPLIES	Real Estate - Miscellaneous security supplies expenses not captured under a specific category.

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5033019000	FOOD SERVICES - SUPPLIES	Real Estate - All supply expenses associated with providing food services.
5033189400	FUEL OIL	Real Estate - All expenses associated with purchases of fuel oil for heating, power generation, etc.
5040499108	RENT/LEASE EQUIPMENT - ADMINISTRATIVE	Real Estate - All administrative expenses associated with the lease and or rental of equipment. Includes printers, copiers, scanners, off-site storage, computers, etc.
5041469300	PERMITS & LICENSES	Real Estate - All expenses associated with inspections, permits and licenses for safety, building, elevators, generators, UST's, fire zoning.
5041469301	RENT/LEASE EQUIPMENT - REPAIRS & MAINTENANCE	Real Estate - All repair and maintenance expenses associated with the lease and or rental of equipment. Includes lifts.
5050019103	IN STATE TRAVEL - FACILITY MAINTENANCE	Real Estate - Facilities travel & entertainment expenses including meals, lodging, airfare and car rental for off-site meetings, administrative training, auditing and cross-training related to a real property, facilities management or maintenance group.
5050019104	IN STATE TRAVEL REGISTRATION-FACILITY MAINTENANCE	Real Estate - Facilities travel & entertainment expenses including meals, lodging, airfare and car rental for off-site meetings, administrative training, auditing and cross-training related to a real property, facilities management or maintenance group.
5050019105	OUT OF STATE TRAVEL - FACILITY MAINTENANCE	Real Estate - Facilities travel & entertainment expenses including meals, lodging, airfare and car rental for off-site meetings, administrative training, auditing and cross-training related to a real property, facilities management or maintenance group.
5050019106	OUT STATE TRAVEL REGISTRATION-FACILITY MAINTENANCE	Real Estate - Facilities travel & entertainment expenses including meals, lodging, airfare and car rental for off-site meetings, administrative training, auditing and cross-training related to a real property, facilities management or maintenance group.
5150019400	WATER & SEWER	Real Estate - Base building water and sewer expenses.
5150029400	GAS	Real Estate - Base building natural gas expenses for facilities applications.
5150039400	ELECTRICITY	Real Estate - Base building electricity expenses.
5150039401	OVERTIME HVAC (ELECTRICITY AFTER HOURS)	Real Estate - All expenses associated with overtime HVAC and excess consumption charged by landlord in leased space.

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5150039402	STEAM	Real Estate - All expenses associated with base building steam generation and consumption.
5150039403	CHILLED/CONDENSER WATER	Real Estate - All expenses associated with chilled/condenser water consumption.